

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

455 Avenue Alhambra, #6 ~ P.O. Box 335 ~ El Granada, California 94018
Telephone: (650) 726-7093 Facsimile: (650) 726-7099

MINUTES

BOARD OF DIRECTORS MEETING

March 15, 2001

CALL TO ORDER: President Joe Carlevaris called the meeting to order at 7:34 p.m. at the Granada Sanitary District Office, El Granada.

ROLL CALL: Attending were: President Joe Carlevaris, Vice-President Fran Pollard, Treasurer Leonard Woren, and Board Member Leni Schultz. Secretary Laura Stein was absent.

Attending staff were: Legal Counsel Jonathan Wittwer, Engineer Howard Hoffman, and Assistant Administrator Delia Comito. Administrator Gina Holmes was absent.

GENERAL PUBLIC PARTICIPATION: The following members of the public each addressed the Board regarding District Ordinance 139 "AMENDING SECTION 602(03)(B) CLARIFYING THE AUTHORITY OF THE DISTRICT BOARD TO DENY AN APPLICATION FOR A SEWER PERMIT FOR A NON- CONFORMING OR ANTIQUATED PARCEL, OR NON-BUILDOUT DWELLING UNIT," adopted on February 1, 2001: Beth Tenney, Attorney from McCracken & Byers; Nick Marcelli; John Mussev; Joe Gibson; Mary Ann Robson; Bruce Stebbins; and Marilyn Wright.

Board members and District Counsel Jonathan Wittwer addressed the comments or concerns of the various speakers. After substantial discussion, Board President Joe Carlevaris closed Public Participation at 9:00 p.m.

CONSENT AGENDA: 1. Approval of meeting minutes for November 6, 2000 2. Approval of meeting minutes for January 4, 2001, 3. Approval of meeting minutes for February 1, 2001 (tabled 2/15/01) 6. Acceptance of January 2001 Financial Report, 7. Acceptance of February 2001 Financial Report: **Woren moved to table these items to the next regular Board meeting. (Woren/Schultz) 4-0**

4. Approval of March 1, 2001 warrants totaling \$84,542.27, 5. Approval of March 15, 2001 warrants totaling \$62,678.30, 8. Acceptance of Improvement Fund Payment Requests numbered 97 to 99 for Assessment District related professional services totaling \$20,108.57: **Woren moved to approve these Consent Agenda items. (Woren/Schultz) 4-0**

ACTION AGENDA: 9. Discuss/consider approving Resolution Ordering Collection of Delinquent Special Assessments by Action to Foreclose: Granada Sanitary District Sewage Treatment Facility Improvements Integrated Financing District: Gerry Laster, Bond Counsel for the District prepared the Resolution and explained that due to the percentage of delinquencies as listed on Attachment "A," which was provided in the Board packet, and as outlined in the Assessment District, the Board is required to initiate foreclosure proceedings. Laster also described the information to be contained in

a notification letter to be sent to the delinquent parcel owners. After brief Board discussion, **Woren moved to adopt the Resolution as stated. (Res. 20001-002) (Woren/Pollard) 4-0**

10. Discuss/consider approval of revised Montara-Portola Project for wet weather management with presentation by SAM Manager Dave Dickson and 11. Discuss/consider approving Resolution Approving Sewer Authority Mid-Coastside Project to Recommission the Montara Pump Station Walker Tank: Dickson explained that the Montara Project is ready to proceed and the Portola Project is on hold. Wittwer asked that it be noted that the GSD Board was not responsible for the delay of the Portola Project. **Woren moved to approve the Resolution as stated and included approval of the project's funding. (Res. 2001-003) (Woren/Pollard) 4-0**

12. Discuss/consider timeliness of applications with regard to applicability of Ordinance No.139: McGregor Class 1A permit connection application (APN 048-013-200, 170 Coronado, Miramar): Wittwer reviewed the staff report in the Board packet and recommended that the Board not apply Ord. 139 to the McGregor application. Woren commented that the Board should approve the permit. Wittwer indicated that permit approval would be addressed at the next meeting. This agenda item only pertained to applicability of Ordinance 139. **Woren moved to find the McGregor sewer permit application for APN 048-013-200 not subject to Ord. 139. (Woren/Pollard) 4-0**

12. Discuss/consider timeliness of applications with regard to applicability of Ordinance No.139: Banks: Class 1A permit connection application (APN 047-293-050, 910 Ventura, E.G.): Wittwer noted that the Banks application was submitted to the District on February 12, 2001, and therefore Ord. 139 would ordinarily be applicable. He also added that normally, any ordinance in effect at the time of a hearing and up until permit issuance would apply. He further stated that health and safety issues give the GSD Board authority to apply its Ordinance 139 to this application.

Carlevaris requested public input on this agenda item at this time. The following members of the public addressed the Board: Judy Taylor; Nick Marcelli; Paul McGregor; and Judy Taylor (for a 2nd time). After considerable discussion, Pollard moved to postpone this item until further investigation into the background of the submittal of the application could be done by Counsel and Administrative Staff. Wittwer asked for clarification on the direction for investigation. Woren requested something in writing from the county regarding lot merger policy not being adhered to. Pollard requested further research into statement by Taylor that previous sewer permit application and fee submitted by Banks had been lost.

13. Discuss/consider approving amendment to Ordinance No.132 allowing for early submission of sewer permit connection applications for parcels covered by Ordinance No. 139 prior to completion of planning process by the County of San Mateo or the City of Half Moon Bay: Wittwer explained that the amendment, if approved, would allow parcel owners of non-conforming, sub-standard, or antiquated lots to apply for a sewer permit prior to receiving planning approval.

The following members of the public addressed the Board on this item at this time: Tom Carey, Jody Elliott, Paul McGregor, Claude Windell, Judy Taylor, Joe Gibson, and Don Wright.

Woren moved to adopt the ordinance next in order to amend Ordinance 132 noting that the substance of the ordinance allows applications for a sewer permit to be submitted prior to receiving planning approval. **(Ord. 140) (Woren/Pollard) 4-0**

Carlevaris called for a break at 9:57 p.m. The meeting reconvened at 10:10 p.m.

14. DIRECTORS' COMMENTS: Carlevaris provided Administrative staff with some informational brochures on a government agency credit card. Woren reported on the most recent SAM meeting held. He expressed some concerns relating to SAM reserve expenditures. Carlevaris then reported on the Special Districts Institute that he and Counsel attended. Woren requested a written or oral report from Wittwer on Brown Act changes.

INFORMATION CALENDAR:

15. Administrator's Report on District Office lease renewal effective April 15, 2001 (455 Avenue Alhambra #6): Assistant Administrator Comito distributed a copy of the current lease agreement, and advised the Board that there had been no notification of a rental cost increase received by the District. Comito also distributed a "pending action items" list, which serves as a reminder for pending Board meeting actions.

16. Engineer's December and January Project Summary: Hoffman referenced the project summaries provided in the Board packets.

17. Attorney's Report regarding drafting harassment policy for Granada Sanitary District: Wittwer indicated that he had yet to complete the research on this item, but he strongly suggested that the District, as any employer, should adopt a written harassment policy. Wittwer also announced an upcoming trial he would be involved in for one month, but that it would not affect his GSD meeting attendance ON APRIL 5, 2001. Wittwer also requested agendizing the Daylight-Plane Ordinance.

18. SET FUTURE AGENDA for April 5, 2001 meeting: The Board, District Counsel, and Administrative Staff discussed the items to be on future the agenda.

At 10:49 p.m. **Pollard moved to extend the meeting to 11:30 p.m. (Pollard/Carlevaris) 4-0**

19. ADJOURN TO CLOSED SESSION: Conference with Legal Counsel: Anticipated Litigation: Significant exposure to litigation, pursuant to Government Code Section 54956.9 subsection (b) (Number of potential cases: 1): At 10:50, Wittwer read the Closed Session item title and the meeting was then adjourned to Closed Session.

20. RECONVENE TO OPEN SESSION: No reportable action occurred during the Closed Session.

21. ADJOURN: The meeting was adjourned at 11:40 p.m. **(Woren/Pollard) 4-0**

DATED: April 19, 2001
Submitted by:

Approved by:

DELIA COMITO, Assistant Administrator

LEONARD WOREN, Board Secretary